

**Skill Development and Industrial Training Directorate, Haryana  
Kaushal Bhawan, IP-2, Sector-3, Panchkula**

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To

MOHD. KHALID S/O UNISH KHAN  
VILL. DHIRANKI, TEH. HATHIN DISTT. PALWAL-121103.

Memo No:-Estt.-1/AA3/TE/148/20/16115  
Dated: 13-11-2020

Subject:- **Appointment to the post of Clerk (Group-C)**

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On the recommendations of the Haryana Staff Selection Commission, Panchkula, vide their letter No.HSSC-Confd/Recomm/2020/667 Dated 06.11.2020, Director General, Skill Development and Industrial Training Department, Haryana is pleased to appoint you on the post of Clerk (Group -C) in the Pay matrix Level FPL-2 (Rs.19900-63200) per month plus usual allowances as may be sanctioned by the Government from time to time. You are hereby posted at the **Government Industrial Training Institute, NAGINA (NUH)** from the date you join duty. The terms and conditions are as under:-

1. Your appointment is purely on temporary basis which is liable to be abolished at any time and carries no promise of subsequent permanent employment. No offer of permanent vacancy can be made to you at present and in this respect you will have to take your chance like others who have been similarly recruited. Consequently, your services may be terminated without notice whenever there is no vacancy against which you can be retained.
2. If, at any, stage you desire to resign, you will be required to give one month's notice or forfeit in lieu thereof, your salary including allowances for one month or for the period by which the notice falls short of one month. Such a notice will be given to you by this Department also, in case it is proposed to terminate your services for the reason other than that mentioned in clause (i) above. In case of misconduct, your will be given a reasonable opportunity to show cause as to why yours services should not be terminated. In that case the condition of one month's notice shall not apply.
3. You will be governed by NEW PENSION RULES as notified vide No. 1/1/2004-1Pension, dated 18.08.2008.
4. You will be on probation for a period of two years, which can be extended further, but not exceeding total three years. In case, your work or conduct is not found satisfactory during the period of probation, your services are liable to be terminated forthwith without assigning any reason.
5. Your seniority inter-se with other candidates recommended by the Haryana Staff Selection Commission will be fixed later on.
6. No traveling allowance will be admissible for joining on this post.
7. Your services can be utilized anywhere in the State/Country.
8. As your character and antecedents have not been got verified in terms of Government instructions issued vide Memo No. 52/18/2018-3GSI dated 10.08.2020 therefore, it is made clear to you that in case subsequently any adverse facts come to the notice of the State Government regarding your character and antecedents, your services will be liable to be terminated without giving any notice.
9. You will not undertake higher studies of any kind, without obtaining prior permission of the competent authority. Consequently, no leave except examination date of any kind will be granted to you for the purpose of higher studies.
10. This offer of appointment is subject to the condition that in case you are married, you have only one living spouse and if you are unmarried, you shall have to furnish a declaration immediately after marriage regarding non acceptance of dowry by you, to this office as per declaration in Annexure A and B in terms of Government instruction issued vide No. 18/1/2004-2GSI dated the 21<sup>st</sup> February, 2006

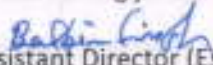


be liable to be terminated any time, without any notice besides taking criminal action against you, for which you will be wholly responsible. Therefore, you will have to bring and deposit all original documents before joining on the post for checking/verification.

14. You shall have to furnish a medical certificate from Chief / Principal Medical Officer concerned as required under rule Haryana Civil Services (General) Rules, 2016 Chapter-III (9) before you resume duty.
15. The above offer of appointment is further subject to Haryana Skill Development and Industrial Training Department Field Offices (Group-C) Service Rules, 2013 and all other rules and regulations and executive instructions issued or to be issued by the State Government from time to time
16. You will be required to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) as per clause 9A of notified service rules of Haryana Industrial Training Department, Field (Group-C) (Amendment) Rules, 2013 within the probation period of two years, extendable by one year. You are not entitled to earn any increment in your pay scale till you qualify the said test, failing which your services shall be dispensed with.
17. This appointment is subject to the final outcome of CWP No. 127/2020, 124/2020, 631/2020, 796/2020, 124/2020, 597/2020, 3883/2020 and 738/2020 and any other writ petitions pending in the Hon'ble High Court.
18. You will be required to take an oath of allegiance to the Indian Republic immediately on your joining in the following manner:-

" I \_\_\_\_\_ do swear that I will be faithful and bear true allegiance to India and to the Constitution of India as established by law and I will carry the duties of my office loyally, honestly and with impartiality ,so help me Government".


If you are willing to accept this offer on the conditions mentioned above, you should report yourself for duty along with relevant documents as stated above to Principal/Incharge, Government Industrial Training Institute, **NAGINA (NUH)** immediately but in no case more than 15 days will be given from the date of issue of the letter. If you fail to join by the date this officer/appointment will be treated as cancelled unless you are able to furnish satisfactory explanation for not having joined in time.

  
Assistant Director (Estt.-I)  
for Director General, Skill Development and  
Industrial Training Deptt, Haryana.  
Email: [sdit.admn1@gmail.com](mailto:sdit.admn1@gmail.com)

Endst.No. Estt.-1/AA3/TE/148/20/ 16116

Dated:- 13-11-2020

A copy is forwarded to the Chief Medical Officer, **Nuh** for information & necessary action. He is requested to kindly examine the addressee immediately.

  
Assistant Director (Estt.-I)  
for Director General, Skill Development and  
Industrial Training Deptt, Haryana.  
Email: [sdit.admn1@gmail.com](mailto:sdit.admn1@gmail.com)

Endst.No. Estt.-1/AA3/TE/148/20/ 16117

Dated:- 13-11-2020

A copy is forwarded to the following for information & necessary action:-

1. The Secretary, Haryana Staff Selection Commission, w.r.t. No.HSSC-Confid/Recomm/2020/667 Dated 6.11.2020 , Bays No. 67-70 Sector -2 , Panchkula.
2. Principal/Incharge Government Industrial Training Institute, **Nagina** With a directions to check the original documents of the candidate regarding his/her educational qualification, age, category etc. before joining. The ESP Gradation certificate shall also be got verified from the issuing authority i.e. Sports Department, Haryana, in terms of the new policy notified on 25.5.2018 as issued by the Sports Department, Haryana.